

MINUTES OF MEETING
BOARD OF CERTIFICATION
PERSONNEL IN WASTEWATER TREATMENT FACILITIES

Date: May 26, 2006 Friday
Place: Statewide Operator Training Center, Oahu
Time: 8:30 a.m.

Attendance:	Eassie Miller, Chair	Ken Knapp
	Marshall Lum, Secretary	Myron Nomura
	Mansfield "Manny" Dacay	Victor Moreland
	Charles Dawrs	Wayne Salas

- I. CALL TO ORDER: Eassie called the meeting to order at 8:30 a.m.
- II. REVIEW AND APPROVE MINUTES: Board members approved the March 31, 2006 meeting minutes as amended per discussion. The April 17, 2006 minutes were approved as drafted.
- III. OLD BUSINESS:
 - a. New Plant Classifications. Board members did not conduct any plant classifications.
 - b. CEU Plan online training course. Agreed to draft a letter to the company indicating courses are allowed provided that it complies with the ABC guidance document for evaluation and accreditation of distance education. The application template for evaluation of each course should be filled in and submitted for the Board's review. Vic will follow-up with ABC to determine whether ABC approves these applications.
 - c. Houston Industrial Training Institute and 360 Online Training Courses. These courses were not specifically discussed but it was the general consensus to have the sponsors comply with the ABC guidance document for evaluation and accreditation of distance education.
 - d. CEU Allocation for License Renewal. Ken noted that Maui operators had concerns that more than 2 CEUs would need to be earned because of how the CEU allocation table was structured. Charles noted that there are not enough courses offered on the Big Island to obtain the CEUs. Manny stated that he has been working with Wade Thode to improve the type of courses scheduled for Kauai. A listing of approved online courses should be made available. However, not all operators on Kauai have access to a computer.

- e. Michael Ratte Hearing Request. Marshall reported that a letter had been drafted to the Director of Health to request using the DOH Hearings Officer at the hearing. Also, a letter drafted to Attorney General Mark Bennett requesting an attorney to represent the Board at the hearing and on other matters is under a Deputy AG's review. Deputy AG will be asked to expedite his review.
- f. Budget. Marshall indicated that the Board was short of funds due to the State's change to the P-Card system for payment of services. Problem should not occur again in the next fiscal year provided the Board's pending request for an increase in the budget is approved by the Legislature. An update on the budget request will be provided at the next BOC meeting.

IV. NEW BUSINESS:

- a. "Open Line" Hawaii's Office of Information Practices April - June 2006 newsletter was not available at the time of the meeting.
- b. "The Certifier" January / February 2006, and March / April 2006 ABC newsletters (attached) were distributed and reviewed by members.
- c. "The High Road" April 2006 newsletter from the Hawaii State Ethics Commission was not available for distribution to members.
- d. Members voted and approved adding the following new agenda items to the May 26, 2006 meeting:
 - 1. County of Kauai request for submission of late exam applications;
 - 2. Fort Kam operator concerns on not receiving timely notice of exam applications; and
 - 3. Allen Perry's request to address the Board on its decision concerning CEU credits for the City's Management course.
- e. Regarding item No. 3 above, Marshall made a motion to allow CEU credit for completion of similar courses from different vendors. The Board voted in favor (5 to 3 vote) of awarding CEU credits for similar courses taken. These credits can be used to qualify for certification exam purposes only. For example, an operator who had taken an activated sludge course taught by the Statewide Operator Training Center (SOTC) could also receive CEU credits if he passed the WEF CD-Rom Activated Sludge course and apply those CEUs toward meeting certification exam qualification requirements. The rationale being that no two courses are alike, new additional information can be gained from other courses, and continued education on the subject matter should be encouraged. Vic made a motion to reopen discussion on this issue, but it was denied by a 5 to 3 vote.

Prior to hearing testimony from Allen Perry and Julie Yamato of the City and County of Honolulu, the Board agreed to allow CEUs to operators who had passed the City's Management course and who had also taken management courses from other vendors. These credits can be used for certification exam purposes or for certificate renewals.

- f. Ken was unanimously elected to serve as the Board's new Chairman.
- g. Board approved a request to hold a joint meeting in November 2006 with the Steering Committee of the State Operator Training Center.
- h. Changes are being made to the exam application and other forms. Myron is working with Dayna on the changes. Agreed not to require an operator to resubmit his high school diploma if it is already on file with the Board due to prior submission for a different grade level exam.
- i. No nominations for ABC Board of Directors and other ABC awards were made in response to ABC's request.
- j. Approved Wade Shaw's Grade 3 reciprocity application from Washington State.
- k. Approved a Grade 1 Temporary Certification application for Calvin Matutino.
- l. Allowed 0.4 CEUs for an AWWA 2006 Desalination Symposium. Agreed to allow one-half of indirect credits and round off to the nearest 0.1 CEU.
- m. Allowed 0.3 CEUs for a Wireless Data System Design Workshop.
- n. Allowed CEU credits for Joe Sagnis' participation at a New York course. Reviewed and allowed CEU credits for applicable courses taken by Duncan Anderson and Allen Souza.
- o. Agreed to allow Kauai County operators to submit late exam applications because they did not receive notification of the application deadline. Denied applications from Mario Layugan and Philip Sagario.
- p. Agreed to place Fort Kam WWTP back on the mailing list for certification exam notifications.
- q. Deferred discussion on Wade Thode's reply to the Board on the SOTC Management course till the next meeting because of time limitations.
- r. Approved or denied certification exam applications. Determined certification exam sites and test proctors.

V. NEXT SCHEDULED MEETING:

Time: **June 30, 2006, Friday, 8:30 am.**

(Note: Meeting was later rescheduled to July 5, 2006)

Site: **SOTC, Oahu**

VI. ADJOURNMENT: Meeting was adjourned at 2:50 pm.